

Hiroshima City University

Graduate School of International Studies

October 2025 Admission

Application Guidelines

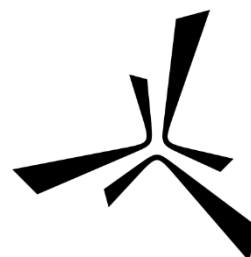
Master's Degree Program

**Recommendation-Based Exam for Institutions
with International Academic Exchange Agreement**

Designated Application Forms

(Please download the following forms from HCU website.)

- Application Form
- Curriculum Vitae
- Letter of Recommendation



Hiroshima City University

Issued: April 2025

1. Admission Policy

Hiroshima City University (HCU) develops professionals having sensitivity and passion toward seeking the truth, respecting diverse cultures and values, and wishing for lasting world peace. HCU also aims to train students to become professionals who have the ability to contribute to both the local and global communities, with a wide-ranging knowledge and solid expertise, as well as a strong sense of ethics.

For the purpose of nurturing such competent professionals, HCU seeks to admit:

- Persons who are well rounded and have a strong enthusiasm for learning.
- Persons who are intellectually curious, inquisitive, and eager to create and utilize new knowledge.
- Persons who wish to contribute positively to world peace and the development of local communities and the international community.

The Graduate School of International Studies seeks to admit:

- Persons who can try to investigate, objectively analyze the background and causes of the various issues both in the local and global communities, and propose a solution using a professional approach.
- Persons who can think about their expertise logically and persuasively for deepening thoughts and debate
- Persons who have the basic knowledge regarding the research field and the adequate language skills required for research, as well as the desire to deepen their professional knowledge and research skills for their future work
- Persons who wish to improve their skills and potentials through learning at this Graduate School

2. Degrees Conferred

The Master's Degree Program of Graduate School of International Studies confers "Master of Arts," "Master of Arts (International Studies)", or "Master of Arts (Peace Studies)", according to the research field and topics of the master thesis.

3. Number of Applicants to Be Admitted

Department	Recruitment category	Number of students to be recruited
Graduate School of International Studies	Recommendation-Based Exam for Institutions with International Academic Exchange Agreement	A Few

*A master's degree in Peace Studies can be obtained in English upon request by taking subjects held in English and writing a Master's thesis in English.

4. Application Qualifications

Applicants must meet all the following requirements and must have graduated from an overseas university that has concluded an International Academic Exchange Agreement with Hiroshima City University ("partner institution") and have obtained a bachelor's degree, or be expected to graduate from a partner institution by September 30, 2025.

- 1) A person who can obtain recommendations from two or more faculty members (including the Dean of the department or faculty) in the partner institution attended.
- 2) A person who has the ability to write the Master thesis in Japanese or English.

5. Application Procedures

(1) Prior Consultation

Before applying, applicants need to seek consultation about their intended research themes from a faculty member they wish to supervise. Referring to "List of Faculty Members" on pages 8 and 9 or HCU website, select your desired supervisor.

For seeking prior consultation, applicants are required to send an e-mail with the subject line "Prior Consultation for Partner University Recommendation-Based Entrance Exam (Master Course)" to the Admissions Office (nyushi@m.hiroshima-cu.ac.jp). The e-mail must include: your name and the name of a faculty member you wish to supervise, and attach ② Curriculum Vitae and ⑧ Research plan data in "(7) Application Documentation".

[Inquiry deadline] April 24 (Thu), 2025. (JST)

* If you would like to receive a prior consultation after the deadline, please contact HCU Admissions Office.

(2) Application Period

May 8 (Thu) to 20 (Tue), 2025 (Must arrive by 5:00 p.m. JST on final day)

(3) Submission of Application Documents

After consultation with a faculty member you wish to supervise, please enclose all application documents in an envelope and submit it by mail to the Admissions Office by the deadline. Be sure to write in red **"Application Documents Enclosed for Partner University Recommendation-Based Entrance Exam"** on the envelope.

* We recommend using a tracking service such as Express Mail Service (EMS) or DHL when mailing.

* If you are an applicant who has graduated from a partner institution and are residing in Japan, please contact HCU Admissions Office concerning your application.

(4) Exemption from Examination Fee

Applicants who undergo entrance exams under the International Academic Exchange Agreement Program shall be exempt from the entrance examination fee.

(5) Selection of either "Master's Thesis" or "Research Report"

In this Graduate School, students can select either a "Master's Thesis" or a "Research Report", which is one requirement for graduation. In light of the diversification of needs regarding research and education carried out at graduate schools, this system aims to encourage not only highly academic research, but also the acquisition of Master's degrees aiming to improve their expert professional capabilities or acquire advanced education. This system is characterized by the following.

- A "Master's Thesis" aims to create a highly academic expert thesis.
- A "Research Report" is for carrying out research with a specific topic set regarding an expert professional field.
- **If you would like to advance from the Master's Degree Program to the Doctoral Degree Program in this Graduate School, we recommend that you have a "Master's Thesis".**
- Make your selection for a "Master's Thesis" or "Research Report" when submitting your application documents. Select either one in the subscribed location on the "Entrance Application Form".
- If you would like to change your selection after entering the Graduate School, changes may be permitted, but this requires permission from your supervisor.

* When selecting either a "Master's Thesis" or "Research Report", **consult with your desired supervisor before making your application.**

(6) Application Submission Address and Inquiries Regarding Applications and Examinations

Admissions Office, Hiroshima City University

Address: 3-4-1 Ozuka-Higashi, Asa-Minami-ku, Hiroshima-shi 731-3194, Japan

E-mail: nyushi@m.hiroshima-cu.ac.jp

(7) Application Documentation

Document to Submit		Instructions
①	Application Form	Enter the required information on the HCU designated form. When making entries, carefully read the NOTES items shown in the margins. Photos must be taken within 3 months prior to application, 4 cm H x 3 cm W, showing upper body, uncovered head, facing camera, and no background. Write your name and Date of Birth on the back before affixing it. *We will use your photo on your student ID card and in our academic affairs system from the time you enroll until completion.
②	Curriculum Vitae	Enter the required information on the HCU designated form. When making entries, carefully read the NOTES items shown in the margins.
③	Letter of Recommendation	A University-designated form must be used. Sealed letters of recommendation must be submitted by two or more faculty members (including the head of the university department or faculty) in the partner institution attended If the official seal of the university is not available, the recommender's handwritten signature is required (electronic signatures are not accepted).
④	Academic Transcript [Original]	Must be issued by the president or dean of the partner university attended.
⑤	Certificate of (Expected) Graduation [Original]	Must be issued by the president or dean of the partner university attended. If there is any other certificate of the degree conferred, photocopies of such certificates should be submitted. If the date of graduation (expected) is written on the academic transcript, a degree certificate alone is also acceptable.
⑥	Proof of Japanese or English Language Proficiency [Native speakers of Japanese do not need to submit this document.]	Submit one of the following exam score certificates (showing score, Original and one copy). We accept only scores from these tests taken after April of 2023. Original documents will be returned after the exam. 1) TOEIC®L&R (IP test also accepted) 2) TOEFL® (PBT or iBT) 3) IELTS™(Academic Module) 4) Japanese Language Proficiency Test (JLPT) 5) Examination for Japanese University Admission for International Students (EJU, taken the "Japanese as a foreign language" subject) If you took the TOEIC®L&R online, please submit a printout of the score display screen. * We will only accept scores from tests with a proctor. Please submit a printout of the grade display screen as your report card. Proctored exam score is an exam score that is identified and monitored by a proctor based on camera footage during the online exam.
⑦	Statement of Purpose	Use Japanese or English. Write in detail the specific reason(s) you decided to apply, referring to matters you surveyed or researched with particular interest in your undergraduate research reports or graduation thesis. Also include a description of how you plan to research in the Master's Degree Program. Japanese should be in about 2,000 characters, or English should be in about 1,200 words.
⑧	Research Plan	

Notes: 1. Please download the forms for documents ①, ② and ③ **(for October 2025 admission to the Graduate School of International Studies Master's Degree Program)** from HCU website.

2. If a document in ③, ④ and ⑤ is written in a language other than Japanese or English, be sure to attach a Japanese or English translation of it.

3. Inadequately completed application documents may not be accepted.

4. A certificate with the applicant's maiden name may be used. In such a case, please attach a document stating the date of the name change, the new name and the maiden name filled in by the applicant. (The format is optional.)
5. It is the responsibility of each applicant to carefully consider and submit the application documents.

(8) Other Important Points for Application

- 1) Inadequately completed application will not be accepted. Before submitting your documents, be sure to double check them.
- 2) No change can be made to application documents that have been submitted.
- 3) Submitted application documents shall not be returned.**
- 4) Once granted, admission may be cancelled if it is determined that contents stated in the submitted documents differ from actual facts.

(9) Notice of an Examination number

An Examination number will be noticed after the application deadline. If you do not receive it by June 6 (Fri), 2025, please inquire with our Admissions Office.

6. Persons requesting considerations in study

Persons who would like considerations in study, such as persons with disabilities, should prepare an application for these considerations and consult with the Admissions Office by **April 17 (Thu), 2025**.

We will supply the application form upon request. Please submit your application form etc. for admission to the University Admissions Center by the deadline below.

[Content to be included in application]

- a. Applicant's name, address, and contact telephone number
- b. Type of entrance exam you want to take
- c. Type and degree of the disability, etc. (Attach a diagnosis sheet from a doctor or a copy of one's disability certificate)
- d. Matters requesting considerations in examination
- e. Matters requesting considerations in study
- f. Matters to consider in classes, etc. at the school you graduated from
- g. Situation in daily life

[Application deadline] Must arrive by 5:00 p.m., April 24 (Thu), 2025. (JST)

7. Handling of Personal Information

- 1) Personal information contained in application documents (such as your name, date of birth, sex, etc.) will be used for entrant selection, notification of acceptance, enrollment procedures, providing scholarship information and surveys/research (entrance exam improvement, application trend surveys/analyses, etc.).
Also, said information will be managed by the university in connection with the educational affairs of enrolled students (student registration, school guidance, etc.) and student support services (health management, scholarship applications, tuition waiver applications, etc.).
- 2) With some of the operations and services mentioned above, outside companies may be employed, after necessary steps are taken to ensure that personal information is appropriately managed.

8. Admission Criteria

Research plans and other submitted documents are reviewed and evaluated comprehensively.

9. Notification of Acceptance

June 24 (Tue), 2025, noon (JST)

A notification of acceptance will be delivered to the successful applicants, and the application numbers of successful applicants will be posted on HCU website.

However, since this is reference information, please check for the official notification of acceptance letter, which is sent to successful applicants.

Inquiries regarding results by e-mail or other means will absolutely not be accepted.

10. Enrollment Procedures

(1) Enrollment procedure period

June 26 (Thu) to July 10 (Thu), 2025 (Must arrive by 5:00 p.m. JST on final day.)

(2) Enrollment Procedures

1) Documents necessary for enrollment procedures, together with the notification of acceptance, will be sent directly to successful applicants.

2) Please enclose all documents to be submitted in an envelope and **send it by mail by the deadline mentioned above.**

* We recommend using a tracking service such as Express Mail Service (EMS) or DHL when mailing.

3) After completing the enrollment procedures, an admission letter will be sent to all accepted applicants.

(3) Points to Note about Enrollment Procedures

1) Those who have not completed all the necessary enrollment procedures will be regarded as having declined the offer of admission.

2) Check the accuracy of all materials before submission. Inadequately completed documents will not be accepted.

3) Submitted enrollment procedure documents will not be returned, and paid enrollment fees will not be refunded.

4) Applicants who applied pending graduation are required to submit a Certificate of Graduation as soon as possible. If you are unable to graduate by the day before the entrance date, your enrollment will be cancelled.

11. Fees

(1) Payment due by enrollment procedure

Payment	Amount
Admission Fee	423,000 yen

(2) Payment due after enrollment

Payment	Amount	Due Date
Support Association fee	20,000 yen	By end of October
Tuition fee (535,800 yen /year)	267,900 yen	By end of April
	267,900 yen	By end of October

Note 1: Support Association fee includes premiums for Personal Accident Insurance for Students Pursuing Education and Research, and Students Liability Insurance. Details will be provided after the enrollment.

Note 2: Amounts shown are current as of April 2025. If revisions are made, the new tuition rate will apply at the time of revision.

(3) Scholarships

International students who have obtained residence status are eligible to apply for scholarships sponsored by local governments and organizations that provide support for international students.

(4) Reduction and Exemption of Admission Fee

Applicants to whom any of the following items apply may be exempt from paying admission fees. Please consult the Admissions Office.

Those who find it difficult to pay the admission fee because

- 1) The person scheduled to bear the cost of the student's study dies, no more than one year before his/her admission to the graduate program; or
- 2) The student or the person scheduled to bear the cost of study is a victim of a natural disaster, including but not limited to storm and flood damage, no more than one year before admission to the graduate program.

(5) Reduction and Exemption of Tuition

The university has a system for reducing and exempting tuition for international students. Please consult us after enrollment.

List of Faculty Members

Research Area	Name		Subject	Research Field
International Relations	Professor	OBA, Chieko	•History of International Relations in Europe	•History of International Relations
	Professor	KIM, Yeongho	•Northeast Asian Politics	•Politics •Contemporary Korean Studies
	Professor	FURUZAWA, Yoshiaki	•Conflict Resolution •Peacebuilding	•Conflict Resolution •Peacebuilding
	Professor	YOSHIDA, Haruhiko	•International Cooperation	•International Relations
	Associate Professor	IJIMA, Noriko	•History of International Relations in China	•Modern Chinese History •Theory of Overseas Chinese
	Associate Professor	ITAYA, Taisei	•Southeast Asian Politics	•Southeast Asian Studies
	Associate Professor	SAITO, Shohei	•History of International Relations in Russia	•Russian Studies
	Associate Professor	TAKEDA, Yu	•Diplomatic History of Japan	•Diplomatic History of Japan
	Lecturer	CHO, Fumitaka	•American Politics and Diplomacy	•US-Japan Relations •American Politics
	Lecturer	HADANO, Takamitsu	•International Political Theory •Theories of International Security	•International Political Theory •International Security
Public Policy	Professor	INOUE, Yasuhiro	•Information and Media	•Mass Media •International Communication
	Professor	URABE, Masashi	•Comparative and International Education •Education for Sustainable Development	•Comparative and International Education
	Professor	OTA, Ikuko	•International Law	•International Law and Human Rights
	Professor	KANAYA, Nobuko	•Nonprofit Organizations •Social Policy	•Nonprofit Organizations •Public Policy •Social Welfare Policy
	Professor	TAKAHASHI, Hiromasa	•Economic Policy	•Theoretical Economics
	Professor	SATO, Atsuo	•Public Administration	•Public Administration •Public Policy •Public Governance
	Professor	YAMAGUCHI, Mitsuaki	•Psychology for Health	•Health Psychology
	Professor	YAMANE, Fumihiko	•Environmental Economics	•Environmental Economics •Econometrics and Risk Perception
	Associate Professor	MEGURO, Toshio	•International Development •Development Sociology/Anthropology	•Environmental Sociology •African Area Studies
	Professor	LEE, Jaeho	•International Management	•International Management •Supply Chain Management
Business Management	Associate Professor	ARIF, Nurhaizal Azam	•Multinational Enterprises	•Multinational Enterprises •International Business
	Associate Professor	IDEYOSHI, Masayoshi	•Accounting	•Accounting •International Accounting
	Associate Professor	KITA, Tsutomu	•Public Sector Accounting	•Financial Management •Public Sector Accounting
	Associate Professor	TAKAKU, Kenya	•International Finance	•International Finance •International Macroeconomics
	Associate Professor	TERAI, Risa	•International Commerce	•Private International Law •International Business Law •International Company Law
	Associate Professor	LI, Ling	•Marketing	•International Marketing •Global Brand Studies
	Lecturer	YAMASAKI, Masao	•Human Resource Management •Organization Management	•Human Resource Management •Organization Management

Research Area		Name	Subject	Research Field
Socio-Cultural Studies	Professor	WÖHR, Ulrike	•Gender Studies	•Gender History of Modern Japan
	Professor	TAGAWA, Gen	•African Society •African Culture	•Cultural Anthropology
	Professor	YUASA, Masae	•Sociology	•Sociology
	Associate Professor	UEO, Masamichi	•Contemporary Philosophy	•Philosophy
	Associate Professor	TANAMI, Aoe	•Islamic Society in the Middle East	•Middle Eastern Studies •Arab Society and Culture
	Associate Professor	YAMAGUCHI, Eri	•Japanese Cultural History •Japanese Historical Materials	•Ancient Japanese History •Global Japanese Studies
	Associate Professor	YOSHIE, Takafumi	•Latin American Culture	•Anthropology
Language and Cultural Studies	Professor	OKUNISHI, Yuri	•English Language Education	•English Language Education •Intercultural Education
	Professor	OBA, Shizue	•French Studies and Culture	•French Studies, Area and Cultural Studies.
	Professor	CARSON, Luke	•Cross-cultural Psychology and Communication	•TESL/TEFL •Cross-cultural Communication
	Professor	GORMAN, Michael	•American Literature and Culture	•American Literature and American Studies
	Professor	MORITA, Mitsuhiro	•Applied Linguistics	•Applied Linguistics
	Professor	YOKOYAMA, Tomoyuki	•Translation Studies	•Translation Studies •Language Education
	Associate Professor	SHIGETA, Misaki	•Japanese Education	•Japanese Language Education: Japanese for Specific Purposes
	Associate Professor	FUJIWARA, Yubi	•Contrastive Linguistics	•Linguistics (Comparison of Chinese and Japanese)
	Lecturer	HARA, Masaki	•English Literature and Culture	•English Literature

Note 1: Subjects shown are those expected to be offered in April 2025.

2: Faculty members scheduled to retire at the end of March 2026 are not included in this list.